

**PLANNING BOARD  
TOWN OF WILBRAHAM**  
240 Springfield Street  
Wilbraham, Massachusetts 01095

John McCloskey, Chair  
Gordon Allen  
James Moore  
Tracey Plantier  
James Rooney  
Bruce Williams, Associate



Michelle R. Buck, Planning Director  
Heidi Burnham, Admin. Assistant

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**MINUTES OF THE WILBRAHAM PLANNING BOARD  
WEDNESDAY, JANUARY 25, 2023**

In attendance: John McCloskey, Chair  
Gordon Allen  
James Moore  
Tracey Plantier  
James Rooney  
Bruce Williams, Associate

Staff: Michelle R. Buck, Planning Director  
John J. Walsh Jr, Building Inspector  
Heidi Burnham, Administrative Assistant

**Chair John McCloskey called the meeting to order at 5:30 PM and asked those assembled in the room to proudly join the Planning Board in the recitation of the Pledge of Allegiance.**

**1. Approval of Minutes – January 11, 2023**

Chair John McCloskey called for a motion to approve the minutes of the January 11, 2023 Planning Board meeting and asked if there were any comments or revisions.

**MOTION (ROONEY, ALLEN): I move that the Board approve the minutes of the January 11, 2023 Planning Board meeting with one minor correction on page 2, agenda item #4. Approved by roll call vote. (5-0).**

**2. Citizens Open Forum**

No citizens took advantage of the open forum opportunity.

**3. Building Inspector's Report**

Building Inspector John Walsh shared the following with the Board: Letters were hand delivered to those businesses along the Boston Road corridor that have prohibited signs; he is on a committee that has been formed to look into creating a blight property by-law which the town could propose for adoption; Town Counsel sent out letters to the owners on the list of blight properties in town; sent a letter to the owner of the house at 2012 Boston Road (the chimney and roof are falling apart creating a hazard to the customers of the Ski-In next door); construction is underway at Lia Toyota and True Storage; a building permit has been issued for 6 Burt Lane (no construction activity).

4. **Public Hearing - Special Permit (SP22-07) – To Allow a 35+/- Foot Ground-Mounted Solar Tracker with a Total Footprint of 1,200 Square Feet, Accessory to the Residence Carl A Jasmin – 303/305 Mountain Road (Continued from January 11, 2023)**

Chair McCloskey opened the public hearing and he and the Board members provided feedback on the January 18, 2023 site walk of the Jasmin property. Board members shared that the site is well suited for the tracker and that it was beneficial to visualize the site. Having the potential barn staked out on the property was also visually helpful. Board member Tracey Plantier recommended that the lighting around the barn not illuminate the solar tracker. Board member James Rooney shared his concern with the safety of the First Responders in the event of a problem and reminded Mr. Jasmin to schedule the safety training with the Wilbraham Fire Department.

Susan Burk of 19/21 Sunset Rock Road attended the meeting and asked Mr. Jasmin if he had a chance to create a rendering of what the solar tracker will look like on his property. Mr. Jasmin replied that he will send her something next week.

**MOTION (ROONEY, PLANTIER): I move that the Board close the public hearing. Approved by roll call vote. (5-0).**

**MOTION (ROONEY, PLANTIER): I move that the Board grant Special Permit SP22-07 subject to conditions of approval contained in the draft Notice of Decision dated January 20, 2023 and authorize the Planning Director to sign said decision on behalf of the Planning Board. Approved by roll call vote. (5-0).**

5. **Annual Town Report for 2022**

The Planning Board reviewed and approved the 2022 Annual Town Report with the change as discussed to include adding Cooley Drive Extension.

**MOTION (ROONEY, PLANTIER): I move that the Board approve the Annual Town Report with the change as discussed for 2022. Approved by roll call vote (5-0).**

6. **Solar Project Updates & Annual Reports**

Planning Director Michelle Buck provided the Board with a status of the Solar Project updates and annual reports. Most annual reports were incomplete, but at least contact information has been updated for all projects.

7. **Planning Director's Report & Planning Board Updates**

Ms. Buck shared the following updates with the Board:

Meeting Dates – The Board agreed to cancel the February 22<sup>nd</sup> and March 8<sup>th</sup> meetings and meet on February 15<sup>th</sup>, March 1<sup>st</sup> and March 15<sup>th</sup>.

Cooley Drive Extension Road Acceptance Request – This was on the Board of Selectmen (BOS) agenda Monday night (1/23/2023); they voted their intent to layout the right of way and referred the matter to the Planning Board for comment. It will be on the February 15, 2023 Planning Board agenda and there will be a public hearing in March with the BOS.

DLTA Grant – Proposed that the Town seek funding for Pioneer Valley Planning Commission to prepare amendments to improve our Subdivision Regulations based on feedback from Tighe & Bond's recent analysis, particularly with regard to stormwater. After discussion, the Board agreed to support submittal of a grant application.

Cedar Ridge / McDonald Nature Preserve LAND Grant – Submitted title certification request to Town Counsel last week; survey work on the Gleason property is 99% complete.

8. **Other Business**

**Reserved for Matters the Chair did not Reasonably Anticipate at the Time of Posting**

Chair McCloskey shared with the Board that he spoke with Nick Breault, Town Administrator, about updating the technology in the BOS meeting room and possibly moving the screen. Board member Tracey Plantier shared information about the eight applications that the Community Preservation Committee (CPA) has received for project proposals.

Having no further business, the meeting was adjourned by unanimous consent at 7:16 PM. The Board will reconvene at its next meeting on **Wednesday, February 15, 2023 at 5:30 PM.**

Submitted:

Heidi Burnham

Heidi Burnham, Admin. Assistant

Date: 2/22/23

Approved As To Form And Content:

John McCloskey  
John McCloskey, Chair

Date: 3/1/23